

**LEHMUA
Regular Meeting**

May 13, 2025

The regular meeting of the Little Egg Harbor Municipal Utilities Authority was held on May 13, 2025 at 12:00 PM at the Authority headquarters, 823 Radio Road, Little Egg Harbor, New Jersey.

MEMBERS PRESENT: Kenneth Miller, Chairman, Margaret DePergola, Vice-chair (via tele-conference); Marie Skelly Treasurer; Peter Cicco, Secretary; Kenneth Maxwell (via tele-conference); Suzanne Musto-Carrara

OTHERS IN ATTENDANCE: Earl F. Sutton, Jr., Executive Director (via tele-conference); Michael S. DiFrancia, Superintendent; Nicole M. Princiotti, Executive Secretary/QPA; Trace Dittenhofer, Authority Engineer; Debra Rumpf, Esq., Authority Attorney; Brian Logan, Authority Auditor (via tele-conference)

THOSE ABSENT: Christopher Filiciello

PUBLIC IN ATTENDANCE: None

Nicole M. Princiotti read the following statement:

In accordance with the Open Public Meetings Law, this meeting has been duly advertised in the Atlantic City Press and the Asbury Park Press, posted on the Authority bulletin board and posted and filed in the office of the Little Egg Harbor Township Clerk. Resolutions are posted on the Authority's bulletin board.

BUDGET HEARING

Mr. Sutton stated that we will hold our Budget hearing and asked for a motion to open to the public. A motion was made by Mrs. Carrara, seconded by Mr. Cicco to open this portion of the meeting for the purposes of the budget hearing as it relates to the adoption of the fiscal year July 1, 2025 through June 30, 2026 budget. All in favor.

Mr. Sutton advised the Board that Mr. Logan is on tele-conference and he will be presenting the budget for adoption. He reminded the Board that we had the introduction of the budget last month, and most recently on May 6, 2025 we held the rate hearing as required.

Mr. Logan thanked the Board and stated that adoption is approved today by the Department of Community Affairs of the Division of Local Government Services. They have requested that the Authority first adopt the rate schedule, followed by the budget itself. Once everything is signed, the Secretary can send everything to him and he will upload the recorded vote to FAST.

Mr. Sutton thanked Mr. Logan for his work with the Budget and uploading it to FAST with the State. The new rates will take effect July 1, 2025.

Mr. Sutton asked if there were any questions. There being none, and no public in attendance, a motion was made by Mrs. Skelly, seconded by Mr. Cicco to close the Budget Hearing. All in favor.

Mr. Sutton suggested that while Mr. Logan is present, we take a moment to move forward with his Executive Director's Report, specifically, the adoption of the Audit.

Mr. Sutton extended his thanks and appreciation to Mr. Logan for the audit.

Mr. Logan thanked Mr. Sutton and explained that there is an unmodified "clean" opinion on the financial statements. He explained this means that the financial statements present fairly, the net position, revenues, expenses and cash flows of the Authority at June 30, 2024 are in conformity with the generally accepted account principles.

Mr. Logan stated that there are not significant deficiencies or material weaknesses in internal control over financial reporting that are required to be reported under government auditing standards. There were no reportable instances of non-compliance of other matters. There are no audit comments or recommendations in the report.

Mr. Logan stated that at today's meeting, the Authority members should execute the Group Affidavit Certification indicating that they have reviewed the audit report.

Mr. Logan instructed Mrs. Princiotti that the synopsis of the audit must be published in the Authority's designated newspaper for public notices.

Mr. Logan stated that was all he had and thanked Mr. Sutton and the Authority staff for their assistance, and the Authority's Officials for the opportunity to be of service.

Mr. Sutton thanked Mr. Logan again and advised him that he didn't need to stay on the line. Mr. Logan excused himself and left the meeting.

PRIOR MINUTES

A motion was made by Mr. Cicco, seconded by Mrs. Skelly to approve the April 8, 2025 minutes of the Authority's regular meeting. Roll call vote, Suzanne Carrara – yes, Peter Cicco – yes, Marie Skelly – yes, Margaret DePergola – yes, Kenneth Miller – yes.

TREASURER'S REPORT

A motion was made by Mr. Cicco, seconded by Mrs. Musto-Carrara to approve the Treasurer's Report as submitted. Roll call vote, Suzanne Carrara – yes, Peter Cicco – yes, Marie Skelly – yes, Margaret DePergola – yes, Kenneth Miller – yes.

BILLS RESOLUTION

A motion was made by Mrs. Carrara, seconded by Mrs. Skelly to approve the operational account bills resolution. Roll call vote, Suzanne Carrara – yes, Peter Cicco – yes, Marie Skelly – yes, Margaret DePergola – yes, Kenneth Miller – yes.

EXECUTIVE DIRECTOR'S REPORT

1 – Mr. Sutton advised the Board that we held a Rate Hearing on May 6, 2025 at 9:00 AM. It was not necessary to have any of the Commissioners present. We had an official court reporter present to provide an official transcript of the meeting. A resolution is being presented to adopt the rates and charges for the Authority which were incorporated into the budget preparation. The new rates and charges will become official July 1, 2025. Approval is recommended.

2 – Mr. Sutton advised the Board that a resolution is on the agenda to officially adopt the water budget which was previously introduced, has been approved by the State of New Jersey and after action today, will be completed. Approval is recommended.

3 - Mr. Sutton advised the Board that a resolution is on the agenda to officially adopt the sewer budget which was previously introduced, has been approved by the State of New Jersey and after action today, will be completed. Approval is recommended.

4 - Mr. Sutton advised the Board that a resolution is on the agenda to officially adopt the water and sewer budget combined which was previously introduced, has been approved by the State of New Jersey and after action today, will be completed. Approval is recommended.

5 – Mr. Sutton stated that this was covered by the phone call with Mr. Logan, our Auditor. We talked about the audit and the budget, and he thanked Mr. Logan for his efforts.

Mr. Sutton stated that it's nice to have the continuity of that professional when you have someone there, and they are given full reign to obtain any and all records. They have to get invaluable assistance from our staff, in particular Mrs. Princiotti. We have streamlined this, and will be providing them some information in advance in order to avoid interrupting the work day in the future.

6 – Mr. Sutton stated that a resolution is being presented for the award of a contract for emergency repairs of water and sewer mains and services. This is our annual emergency contract, and approval is recommended.

7 – Mr. Sutton stated that with regard to chemical contracts, we will not be in a position to do anything at the meeting. We are waiting results through our cooperative purchasing with Stafford Township. With regard to the annual supplies contract, resolutions will be presented today to reject the annual water and sewer supply bids, re-advertise and open bids again in the near future. Approval is recommended.

8 – Mr. Sutton stated that regarding Phase III as reported at the last meeting by our Engineer, there have been delays for portions of the approval from the NJDEP. He personal wrote to the Bureau to ask for a status update and expressed his frustration over the delays. The NJDEP and lead for the NJIB funding responded to me immediately stating that a request for information was previously sent, and they were waiting reply. There was one sector that we are waiting for and that was environmental comments which we did not have, as Mr. Dittenhofer explained to the Authority. They were received the other day and our consulting engineer assured him that he is making this a priority to provide any and all necessary responses to gain authorization to advertise. He responded to all from the State who contacted him thanking them for their prompt reply and invaluable assistance.

7 – Mr. Sutton stated that there are no customer committee matters, or need for executive session.

Mr. Sutton stated that was all for his report unless there were any questions. There being none, a motion was made by Mrs. Skelly, seconded by Mrs. Carrara to approve the Executive Director's Report as submitted. All in favor.

SUPERINTENDENT'S REPORT

1 – Mr. DiFrancia stated that as part of the NJDEP mandated maintenance, inspection and testing of various components of the water distribution system, the interconnect between LEHMUA and the Boro of Tuckerton was flushed and pressure tested. All water lines and valving were found to be sound and operational. The interconnect would be readily available should Tuckerton have an emergency.

2 – Mr. DiFrancia stated that there is a resolution on the agenda concerning the release of the performance guarantees for K. Hovanian Homes, Four Seasons at Harbor Bay. Posting a maintenance bond for the project will be waived in this instance because the utilities have been operational upwards of six plus years. Approval is recommended.

3 - Mr. DiFrancia stated that there is a resolution on the agenda concerning preliminary water approval for Harbor View Estates. Approval is recommended.

4 - Mr. DiFrancia stated that there is a resolution on the agenda concerning preliminary sewer approval for Harbor View Estates. Approval is recommended.

Mr. DiFrancia stated that this project had previously gone through the approval processes, but laid dormant for quite some time causing their applications and approvals to expire.

5 - Mr. DiFrancia advised the Board that contracts for Well #13 Pump Maintenance and Upgrades have been executed. This allows for the contractor to order the new pump and motor which will need to be at the well site prior to removing the current pump and motor. Once we have delivery date the Authority will issue the contractor notice to proceed.

6 – Mr. DiFrancia stated that in continuation of the constant upgrades and maintenance of the Authority's various facilities, Pump Station No. 2 located on Osbourne Island received the final components to truly make the wet well 100% fully rehabilitated. With the assistance of myself and Authority personnel, our contractor, KRS Services installed brand new pump bases and stainless-steel pump rails. The final installation should guarantee at least another 20 years of uninterrupted service of the wet well.

7 – Mr. DiFrancia stated that the annual hydrant flushing program has been completed. We flushed, exercised, evaluated and performed routine maintenance on a total of 524 hydrants in the distribution system. This ensures that they are in proper working order.

Mr. DiFrancia stated that this year and last year we started flushing the high pressure system during the day and at night. We do a lot at night to ensure that there are no disturbances to our rate payers. However, during the day when performing the flushing, we closely monitor the system pressure, but it saves the Authority money paid out in overtime at night.

8 – Mr. DiFrancia advised the Board that his work order management report is attached and reviewed the items:

Mr. Miller asked if a retirement community owns their own streets, does the Authority come in and flush those hydrants.

Mr. DiFrancia stated that we own the hydrants in the development and they get flushed, a majority at night.

Mr. Sutton stated that a lot of time you will see Authority's charge the HOA for the operation of the hydrants in those communities, but we do not. He also added that we have an additional 24 hydrants in our system and flushing them really improves the quality of the water. There is no intention to charge any HOA for hydrant operation.

Mr. DiFrancia stated that was all for his report unless there were any questions. There being none, a motion was made by Mr. Cicco, seconded by Mrs. Carrara approving the Superintendent's Report as submitted. All in favor.

ENGINEER'S REPORT

Mr. Dittenhofer stated that his report has been submitted with the Board's packages and he would like to review a couple of items.

Mr. Dittenhofer stated that with regard to Phase II of the Mystic Islands Water and Sewer Main Project, this project has been completed and is in the process of being closed out.

Mr. Dittenhofer stated that with regard to Phase III of the Mystic Islands Water and Sewer Main Project, he began by thanking the Executive Director for intervening on their behalf. As soon as the Executive Director got involved, we were able to get our comments from the Environmental Commission. His office is working diligently to comply with all of the environmental concerns, there weren't many.
we get no response

Mr. Dittenhofer stated that the next item is the Well No. 13 Rehabilitation. We held a pre-construction meeting and have begun to review submittals for the pump and the motors. He and the Superintendent are going to try to work together to reduce some of the lead time so this project is wrapped up before summer. Our report indicates that we are projected to complete this project by the fall, but we would like to have a majority of it completed prior to the summer.

Mr. Dittenhofer advised the Board the final project item is with regard to Well No. 6. His office is working with the Authority to prepare specifications for this and hopeful that it will be advertised shortly. There were some additional items that needed to be addressed with regard to renovations.

Mr. Dittenhofer stated that with regard to Harbor View Estates, most of the improvement had been constructed but there was a lapse in their application processes. They are required to re-submit for these approvals.

Mr. Dittenhofer stated that was all for his report unless there were any questions. There being none, a motion was made by Mr. Cicco, seconded by Mrs. Carrara, to approve the Engineer's Report as submitted. All in favor.

Mr. DiFrancia wanted to add that with regard to Well No. 13 and the redevelopment. Yesterday we had a leak in front of the well and he and Authority personnel were at the site. There is a chlorine contact tank in front of the well and after excavating it was found that the tank is leaking. We were able to perform a temporary fix and hopefully this will last a couple of months.

Mr. DiFrancia went on to explain why we have two tanks onsite as required by the NJDEP.

Mr. Sutton stated that this tank is from 1969.

Mr. DiFrancia stated that he reached out to AC Schultes to perform a weld. He is concerned with the age of the tank and the pitting, that there is enough substance to actually weld without burning a hole in it. We will perform an assessment first once we have emptied it.

Mr. DiFrancia stated that because of this situation he is asking for authorization to go out to bid for a new tank and installation. It is something we will have to put together with estimates. It is not an emergency as of this time, but it needs to be rectified.

Mr. Dittenhofer indicated that both tanks are necessary at this site for the lead contact time.

Mr. DiFrancia explained in more detail the tanks and the fact that they are pressure vessels, what that means as it relates to the issue at Well No13.

A motion was made by Mr. Cicco, seconded by Mrs. Carrara authoring the Authority to prepare specifications and go out to bid for a new tank and installation at Well No. 13. All in favor.

A motion was made by Mr. Cicco, seconded by Mrs. Skelly to approve the Engineer's Report as submitted. All in favor.

ATTORNEY'S REPORT

Mrs. Rumpf stated that she has submitted her report and would be happy to answer any questions.

Mr. Sutton thanked Mrs. Rumpf for her continued help with the cellular lease issues.

There being no further questions or comments, a motion was made by Mr. Cicco, seconded by Mrs. Skelly to approve the Attorney's Report as submitted. All in favor.

Mr. Sutton stated that we could take the resolutions at this time.

A motion was made by Mr. Cicco, seconded by Mrs. Carrara to approve Resolution #2025-21 approving the rates and charges for sanitary sewer and water facilities. Roll call vote, Suzanne Carrara – yes, Peter Cicco – yes, Marie Skelly – yes, Margaret DePergola – yes, Kenneth Miller – yes.

A motion was made by Mr. Cicco, seconded by Mrs. Skelly to approve Resolution #2025-22 adopting the water budget for fiscal year July 1, 2025 through June 30, 2026. Roll call vote, Suzanne Carrara – yes, Peter Cicco – yes, Marie Skelly – yes, Margaret DePergola – yes, Kenneth Miller – yes.

A motion was made by Mr. Cicco, seconded by Mrs. Skelly to approve Resolution #2025-23 adopting the sewer budget for the fiscal year July 1, 2025 through June 30, 2026. Roll call vote, Suzanne Carrara – yes, Peter Cicco – yes, Marie Skelly – yes, Margaret DePergola – yes, Kenneth Miller – yes.

A motion was made by Mr. Cicco, seconded by Mrs. Carrara approving Resolution #2025-24 adopting the combined water and sewer budget for the fiscal year July 1, 2025 through June 30, 2026. Roll call vote, Suzanne Carrara – yes, Peter Cicco – yes, Marie Skelly – yes, Margaret DePergola – yes, Kenneth Miller – yes.

A motion was made by Mr. Cicco, seconded by Mr. Maxwell to approve Resolution #2025-25 approving the certification of the annual audit for fiscal year ending June 30, 2024. Roll call vote, Suzanne Carrara – yes, Peter Cicco – yes, Marie Skelly – yes, Margaret DePergola – yes, Kenneth Miller – yes.

A motion was made by Mrs. Skelly, seconded by Mr. Cicco approving Resolution #2025-26 authorizing the release of the performance bonds posted by K. Hovanian Homes, Inc., in regard to Four Seasons at Harbor Bay. Roll call vote, Suzanne Carrara – yes, Peter Cicco – yes, Marie Skelly – yes, Margaret DePergola – yes, Kenneth Miller – yes.

A motion was made by Mr. Cicco, seconded by Mrs. Carrara approving Resolution #2025-27 approving preliminary water approval for Harbor View Estates, Block 326.36 lots 63.01-63.16. Roll call vote, Suzanne Carrara – yes, Peter Cicco – yes, Marie Skelly – yes, Margaret DePergola – yes, Kenneth Miller – yes.

A motion was made by Mr. Cicco, seconded by Mrs. Carrara approving Resolution #2025-28 approving preliminary sewer approval for Harbor View Estates, Block 326.36 lots 63.01-63.16. Roll call vote, Suzanne Carrara – yes, Peter Cicco – yes, Marie Skelly – yes, Margaret DePergola – yes, Kenneth Miller – yes.

A motion was made by Mrs. Skelly, seconded by Mr. Cicco approving Resolution #2025-29 awarding contract for emergency repairs of water and sanitary sewer mains and services to Crest Construction. Roll call vote, Suzanne Carrara – yes, Peter Cicco – yes, Marie Skelly – yes, Margaret DePergola – yes, Kenneth Miller – yes.

A motion was made by Mr. Cicco, seconded by Mrs. Skelly approving Resolution #2025-30 rejecting the bids submitted for annual water supplies and authorizing receipt of new bids. Roll call vote, Suzanne Carrara – yes, Peter Cicco – yes, Marie Skelly – yes, Margaret DePergola – yes, Kenneth Miller – yes.

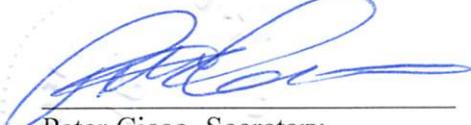
A motion was made by Mr. Cicco, seconded by Mrs. Skelly approving Resolution #2025-30 rejecting the bids submitted for annual sewer supplies and authorizing receipt of new bids. Roll call vote, Suzanne Carrara – yes, Peter Cicco – yes, Marie Skelly – yes, Margaret DePergola – yes, Kenneth Miller – yes.

A motion was made by Mr. Cicco, seconded by Mrs. Carrara to accept and file all general correspondence. All in favor.

A motion was made by Mr. Cicco, seconded by Mrs. Carrara to open this portion of the meeting to the public. All in favor.

There being no other public in attendance, a motion was made by Mr. Cicco, seconded by Mrs. Carrara, to close this portion of the meeting to the public. All in favor.

With nothing further to come before the Board, a motion was made Mr. Cicco, seconded by Mrs. Carrara to adjourn. All in favor.



Peter Cicco, Secretary